

CITY OF RICHLAND
Benton County, Washington
January 1, 1992 Through December 31, 1992

Schedule Of Findings

1. Northwest Energy Code Project Inspections Should Be Documented

The city's grant agreement with the Bonneville Power Administration (BPA) requires that each qualifying Northwest Energy Code (NWECE) home be inspected by the city. The city inspector is to fill out an inspection report to document the inspection. That report was only partially completed for one NWECE home. City records indicated that the insulation was inspected only partially. Further, there was no "sign off" indicating that the heating, or that a final, inspection had been done. A certificate of occupancy had been issued.

BPA agreement number DEFC7990BP07995 states in part:

Implementation/Enforcement . . . Enforcement of the NWECE will be achieved by plan review and technical assistance to builders, as well as on-site inspection of each construction project.

The city is not in compliance with the grant agreement. Further, we could not verify BPA payments associated with this home were allowable. See accompanying Schedule of Questioned Costs.

We recommend that the city take steps to verify inspections are being completed and that the inspections are being documented adequately. We further recommend that the city contact BPA to resolve the questioned costs.

2. Washington State Energy Code Requirements Should Be Complied With

The Washington State Energy Code (WSEC) is a federally funded, indirect grant program. The funding source is the Bonneville Power Administration, but the program is administered locally by the Washington State Energy Office (WSEO). The city's agreement with the WSEO requires that an inspection checklist be completed for each eligible WSEC home. Of the 11 homes' files we reviewed, only three had completed checklists.

WSEO agreement number 91-19-227 states in part:

Contractor agrees to:

D. Perform plan review and conduct energy code inspections
. . . For each enforcement payment claimed, the jurisdiction must document enforcement activity using the checklist provided, or alternate plan review/inspection checklist as approved by WSEO.

The city is not in compliance with the agreement.

Due to the growth in the area the city's staff has been very busy. The checklists were overlooked in the city's attempt to meet the public's needs.

We recommend the city develop procedures to verify that all required information be completed.